

CITY OF MILPITAS
EFFECTIVE: June 1985
REVISED: 11/04, 8/05
EEOC: Skilled Craft
FLSA: Non-exempt
UNIT: MEA
PHYSICAL: 2

EQUIPMENT MAINTENANCE WORKER III

DEFINITION

To serve as lead worker over a crew involved in the activities of the equipment maintenance program, including the maintenance and repair of pumps, traffic signals and controllers, and street lighting systems; to perform various skilled tasks in the maintenance, repair and adjustment of engines, gear boxes, clutches, pumps, valves, switches, street lights, traffic signals and poles; and to provide training and guidance to less experienced staff.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level class in the Equipment Maintenance Worker series. The Equipment Maintenance Worker III is distinguished from other classes in the Equipment Maintenance Worker series by the responsibility assumed for leading a crew, and by the performance of the more complex and responsible duties and tasks assigned to positions in this series. Incumbents at this level typically possess specialized skills, knowledge and abilities, and work independently.

SUPERVISION RECEIVED AND EXERCISED

- Receives general supervision from the Maintenance Supervisor/Senior Maintenance Supervisor.
- Exercises indirect supervision over assigned maintenance staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Serve as crew leader over a crew involved in the activities of the equipment maintenance program.

Oversee and monitor the work of assigned staff.

Trouble-shoot and evaluate maintenance and repair needs.

Perform semi-skilled and skilled electrical and mechanical maintenance on City equipment including pumps, traffic signals and street lighting systems.

CITY OF MILPITAS
Equipment Maintenance Worker III

Perform electrical system wiring and installations.

Replace lights, ballasts, and fixtures.

Service generating units, switches, circuit breakers, and other electrical fixtures.

Repair motors and pumps.

Maintain and repair street lights.

Perform routine and preventive maintenance on motors, pumps, and other equipment.

Operate various types and pieces of equipment and machinery in the performance of job tasks including a bucket truck, boom truck, tractor, high-pressure water truck, testing equipment and simple mechanical tools.

Ensure that safety procedures and policies are implemented.

Respond to emergency calls as need arises.

Train and provide guidance to less experienced staff.

Prepare and maintain appropriate records and reports.

Serve as Maintenance Supervisor/Senior Maintenance Supervisor as necessary.

Perform related duties as assigned.

When assigned to Utilities:

- Operate, exercise, repair, or replace water valves.
- Install, repair, or replace fire hydrants, water meters, backflow devices, water main and service lines.
- Flush water distribution system.
- Collect water samples for analytical purposes.
- Respond to water quality complaints.
- Maintain records of system performance, maintenance, and repairs.
- Respond to after hour calls.
- Disinfect water mains and service lines after pressure reductions to 5 psi or below.
- Ensure that safety measures and practices are utilized at all times.

In addition to the above duties, when assigned to Utilities Stand-by:

- Operate pump stations through SCADA control systems as well as local control switches.
- Record and interpret flow, pressure, and level gauges and recording devices.
- Perform preventative maintenance and repairs on all pump station related equipment.
- Troubleshoot mechanical and electrical pump station equipment.

- Inspect reservoirs and wells for damage.
- Routinely inspect vents, inlet/outlet structures, and entry hatches structures.
- Monitor and record water quality to insure that all state and federal mandates are in compliance.
- Treat drinking water to maintain chlorine residual.
- Insure that adequate system pressure is maintained through proper adjustment, maintenance, and repair of PRVs.
- Collect and analyze water samples.
- Performs a variety of tests to determine system process performance and compliance with water quality regulations.
- Assist in the oversight of the administrative aspects of operating the water system, including review and update of operation procedure manuals.

QUALIFICATIONS

Knowledge of:

City policies, procedures and practices relative to equipment maintenance.

Applicable Federal, State and local laws, rules and regulations pertaining to assigned responsibilities.

Materials, tools, and equipment used in maintaining pumps, traffic signals, street lighting and other relevant systems.

AC/DC electrical theory and safety measures.

Ability to:

Oversee the work of others.

Perform skilled equipment maintenance tasks.

Perform electrical and mechanical maintenance and repair on motors, pumps and other related systems.

Trouble-shoot and evaluate electrical, plumbing, and mechanical repair work and take appropriate action.

Communicate effectively, orally and in writing.

Train and provide guidance to less experienced staff.

Experience and Education:

Experience:

Three years of responsible experience in the servicing, maintaining and repairing of either pumps, motors, traffic signals or street lighting systems.

Education:

Equivalent to the completion of the twelfth grade.

License or Certificate

- Possession of or ability to obtain and maintain an appropriate, valid California Driver's License.
- Possession of or ability to obtain within two (2) years of appointment Grade D3 Water Distribution Certificate issued by the California Department of Health Services.

Special Requirements: *Essential duties require the following physical abilities and work environment:*

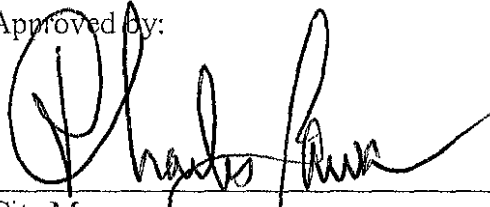
Physical exam and drug and alcohol screening.

Visual Requirements: Discern colors

Auditory Requirements: 100 decibel hearing

Work is mainly performed outdoors; ability to stand, walk, sit, climb, balance, squat, kneel, crawl, bend, and stoop at any given time; able to lift, carry, push, and pull up to 75 pounds of weight throughout the day & occasionally up to 90 pounds; exposure to outdoor elements in all weather conditions throughout the year; exposure to confined spaces, hazardous waste, sewage, chemicals; walk on uneven surfaces; able to travel to various locations within and outside the City of Milpitas.

Approved by:



City Manager



Human Resources Director

8-30-05

Date